

# CALIFORNIA PRISON HEALTH CARE SERVICES (CDCR - PLATA)



## RECREATION THERAPIST, CORRECTIONAL FACILITY

TR54/9286- EXAM CODE: 8RC32

OPEN - STATEWIDE

CONTINUOUS TESTING

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

EXAMINATION BASE	DEPARTMENTAL FOR:  California Prison Health Care Services (CDCR - Plata) (CPHCS)			
WHO CAN APPLY	Applicants who meet the minimum qualifications <u>and</u> who <u>have not</u> taken the Recreation Therapist, Correctional Facility exam with the CPHCS within the last (6) months may apply for this examination as indicated below.			
HOW TO APPLY	<p><b>Submit Examination Application (Std. Form 678) and Supplemental Application to :</b></p> <table><tr><td><p><u><b>By mail with:</b></u> <b>California Prison Health Care Services</b> <b>(CDCR – Plata)</b> <b>Selection Services Section</b> <b>ATTN: Adelena Jones</b> <b>P.O. Box 4038, Suite 350</b> <b>Sacramento, CA 95812-4038</b> <b>(916) 445-1045</b></p></td><td>or</td><td><p><u><b>In person:</b></u> <b>California Prison Health Care Services</b> <b>(CDCR – Plata)</b> <b>Selection Services Section</b> <b>Attn: Adelena Jones</b> <b>501 J Street, Suite 350</b> <b>Sacramento, CA 95814</b> <b>916) 445-1045</b></p></td></tr></table> <p>If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, on or before the final filing date to the same street address as listed above for the Selection Services Section.</p> <p><b>Note: Only applications with an original signature will be accepted.</b></p> <p style="text-align: center;"><b>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</b></p>	<p><u><b>By mail with:</b></u> <b>California Prison Health Care Services</b> <b>(CDCR – Plata)</b> <b>Selection Services Section</b> <b>ATTN: Adelena Jones</b> <b>P.O. Box 4038, Suite 350</b> <b>Sacramento, CA 95812-4038</b> <b>(916) 445-1045</b></p>	or	<p><u><b>In person:</b></u> <b>California Prison Health Care Services</b> <b>(CDCR – Plata)</b> <b>Selection Services Section</b> <b>Attn: Adelena Jones</b> <b>501 J Street, Suite 350</b> <b>Sacramento, CA 95814</b> <b>916) 445-1045</b></p>
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APPLICATION DEADLINE/TESTING PERIOD	Applications will be accepted and processed continuously. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application. The testing period for this examination is six (6) months. You may file and take the examination at any time. Once you have taken the examination, you may not re-test for six (6) months.			
SALARY RANGE(S)	<p><b>Note: <u>Salaries are current as of January 1, 2007</u></b></p> <p><b>\$5,679 - \$6,367</b> This salary range applies to incumbents appointed to <u>all Adult Institutions, Juvenile Facilities, and Division of Correctional Health Care Services.</u></p>			
BENEFITS	<ul style="list-style-type: none"><li>• Deferred Compensation Plans (Saving pool, 401 and 457 plan)</li><li>• \$100 monthly Bilingual Differential Pay</li><li>• 75% Reimbursement of Van Pool, \$65 maximum per month (\$100 primary driver)</li><li>• 75% Reimbursement of Public Transit Passes, \$65 maximum per month</li><li>• Flexible work hours (Management discretion )</li><li>• Pre-tax parking (Where applicable)</li><li>• Fourteen (14) paid holidays (personal holiday available after six months of employment)</li><li>• Generous paid vacation/sick leave or annual leave</li><li>• Jury duty/military/bereavement leave</li><li>• Health, Dental, Vision Care Plans (Rural Health Care Equity Programs for areas without HMOs)</li><li>• Pre-retirement death benefits</li><li>• Dependent Care Program</li><li>• Long Term Insurance (CalPERS)</li></ul>			

(Continued on reverse side)

<b>BENEFITS CONTINUED</b>	<ul style="list-style-type: none"> <li>• Home Loan Program (CalPERS)</li> <li>• Legal Services</li> <li>• Employee Assistance Program</li> <li>• Work and Family Advisory Committee</li> <li>• Paid Continuing Education</li> <li>• Evening and Night Shift Differential Pay</li> <li>• California Public Employees' Safety Retirement System (Exempt from paying into Federal Social Security System)</li> </ul>
<b>MINIMUM QUALIFICATIONS</b>	<p><b>EDUCATION:</b> Equivalent to graduation from a recognized college with major work in recreation or recreation therapy. The major must have included supervised field work. (Registration as a senior will admit applicants to the examination, but they must produce evidence of graduation or its equivalent and completion of the required field work before they will be considered eligible for appointment.)</p> <p><b>Note:</b> Equivalent to graduation from college refers to a Bachelor's degree. Applicants must have the number of semester or quarter credits, as well as the required coursework necessary to be awarded a four-year Bachelor's degree.</p> <p><b>Special Personal Characteristics:</b> Empathetic understanding of patients of a State correctional facility including physically, mentally and developmentally disabled persons; willingness to work in a State correctional facility ;alertness; keenness of observation; tact; patience; and emotional stability.</p> <p><b>Special Physical Characteristics:</b> Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates.</p> <p>Assignments may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.</p> <p><b>Applicants must show the specific course work completed or in progress to satisfy the entrance requirements on their Examination Application (Std. Form 678). Include the title, number of semester or quarter credits granted, name of institution, and completion date.</b></p>
<b>EXAMINATION PLAN</b>	<p style="text-align: center;"><b>Training and Experience Evaluation (Supplemental Application) - Weighted 100.00 %</b></p> <p><b>SCOPE:</b> Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:</p> <p>A. Knowledge of:</p> <ol style="list-style-type: none"> <li>1. Theory and practice of mental and physical rehabilitation of mentally, physically and developmentally disabled persons.</li> <li>2. Therapeutic principles and techniques of group and individual activities used in recreation therapy, and skill in their application.</li> <li>3. Various types of recreation and entertainment activities and providing leadership of these activities.</li> <li>4. Basic pathology of diseases and disabilities resulting in psychological, physical or organic conditions of the patient.</li> </ol> <p>B. Ability to:</p> <ol style="list-style-type: none"> <li>1. Provide leadership of various types of recreation and entertainment activities.</li> <li>2. Interpret recreation therapy activities to staff, health care providers, patients, and others.</li> <li>3. Teach others basic activity skills</li> <li>4. Prepare reports and records to be included in medical files.</li> <li>5. Analyze situations accurately and adopt an effective course of action.</li> <li>6. Establish and maintain cooperative interrelationship with individuals and groups.</li> </ol>
<b>ELIGIBLE LIST INFORMATION</b>	<p>The names of successful candidates are merged onto the existing statewide eligible list(s) in order of final scores, regardless of date. Eligibility expires <b>12</b> months after establishment, unless the needs of the service and conditions of the list(s) warrant a change in this period.</p>
<b>SPECIAL TESTING ARRANGEMENTS</b>	<p>If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Examination Application." You will be contacted to make specific arrangements.</p>

<b>POSITION DESCRIPTION</b>	<p>A <b>Recreation Therapist, Correctional Facility</b>, under general direction, in a State correctional facility, leads, instructs, and encourages inmate patients in a program of individual and group activities of a physical, social, and cultural nature such as indoor and outdoor games and sports, dance, parties, dramatics, and special interest clubs; supervises entertainments and movies and assists in planning programs for special occasions; with the therapeutic team, plans treatment goals for specific patients; assists in coordinating recreation therapy with other therapeutic programs; as assigned, coordinates the activities program of a group of patients including simple crafts, games, social and musical activities, and instructs unit personnel in basic activity skills; observes patients' reactions and progress and records clinical notes to be included in medical files and prepares reports; orders supplies and equipment and cares for equipment and facilities; maintains order and supervises the conduct of persons committed to the California Department of Corrections and Rehabilitation; prevents escapes and injury by these persons to themselves, other or to property; maintains security of working areas and work materials; inspects premises and searches inmates/youthful offenders for contraband, such as weapons or illegal drugs; and other related duties.</p> <p>Positions exist throughout the state with the California Prison Health Care Services.</p>
<b>VETERANS POINTS</b>	<p>Veteran's Preference points will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested, these points through the State Personnel Board. Due to changes in the law, effective January 1, 1996, <b>VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERAN'S PREFERENCE POINTS.</b></p>
<b>QUESTIONS</b>	<p>If you have any questions concerning this announcement, please contact the California Prison Health Care Services, Selection Services Section, P.O. Box 4038, Suite 350, Sacramento, CA 95812-4038, 1-(916) 445-1045 or 1-(916) 445-1096.</p>

**GENERAL INFORMATION**

**It is the candidate's responsibility** to contact the CPHCS, Selection Services Section at (916) 455-1086 three weeks after mailing his/her application if he/she has not received a progress notice.

**Applications** are available at the CPHCS office, local offices of the Employment Development Department and the State Personnel Board. The application can also be downloaded from the State Personnel Board's website at [www.spb.ca.gov](http://www.spb.ca.gov).

**If you meet the requirements** stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

**The California Prison Health Care Services (CDCR - Plata)** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multi-departmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire from one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and finger, printing may be required.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

**ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED**

**FOR CURRENT CPHCS TESTING INFORMATION CALL (916) 445-1096**  
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929  
[www.cphcs.ca.gov](http://www.cphcs.ca.gov)

**THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED CPHCS AND CDCR BULLETINS**